



CITY OF GILLETTE

Administration
P.O. Box 3003 • Gillette, Wyoming 82717-3003
Phone (307) 686-5203
www.gillettewy.gov

MEMORANDUM

TO: Mayor and Members of the City Council
FROM: Patrick G. Davidson, City Administrator
RE: General Information
DATE: June 8, 2018

The following meetings are scheduled for the week of **June 9–15, 2018**

Saturday, June 9th

11:00 a.m. Children's Memorial Walkway Remembrance Ceremony

- Children's Memorial Garden, Warlow Drive & Brooks Ave.

Tuesday, June 12th

5:30 p.m. City Council Special Meeting, Agenda Attached

- Campbell County Convention and Visitors Bureau Funding Request Discussion – Mary Silvernell
- **ACTION ITEM:** An Ordinance Providing for the Annual Appropriation of Money for the Maintenance of the City of Gillette, Wyoming, for FY2018-2019. (Second Reading)
- **ACTION ITEM:** An Ordinance Amending Section 13 – Telecommunication Towers and Antennas, of the City of Gillette Zoning Ordinance. (Third and Final Reading)
- Review June 19th Council Agenda
- Executive Session
- City Hall – 3rd FL Conference Room
- Dinner Served at **5:00 p.m.**

1. **City Administrator Davidson** will be out of the office June 10-17, **Public Works Director Wilde** will be **Acting City Administrator** in his absence.
2. Attached please find a **memo** regarding **Emergency Warning System Failure Root Cause Findings** dated **June 8, 2018** provided by **Utilities Director Cole**.
3. Attached please find a **letter** regarding the **Campbell County Joint Powers Fire Board FY 2018/2019 Proposed Budget** dated **June 5, 2018** provided by the **Campbell County Commissioners**.
4. Attached please find a **certificate** regarding **Names of Candidates for City Council for the City of Gillette, Wyoming** dated **June 4, 2018** provided by **City Clerk Abelseth**.
5. Attached please find an **Application for Nomination** for **Terry J. Sjolín** dated **June 1, 2018** provided by **City Clerk Abelseth**.
6. Attached please find a **press release** regarding **USA Softball Northwest Mountain Championship Final Tournament** dated **June 5, 2018** provided by **USA Softball**.
7. Attached please find **information** regarding **Yard Waste Customer Count** dated **May 2018** provided by **Utilities Director Cole**. *
8. Attached please find the **current Engineering Division Project Status Report** provided by **Utilities Director Cole**.
9. Attached please find **meeting minutes** for the **City of Gillette Regional Water Panel** dated **May 30, 2018** provided by **Utilities Director Cole**.

10. Attached please find the **agenda** for the **Board of Examiners** dated **June 12, 2018** and **meeting minutes** dated **May 8, 2018** provided by **Chief Building Official Rogers**.
11. Attached please find the **agenda** for the **Campbell County Land Board** dated **June 14, 2018** and **meeting minutes** dated **May 10, 2018** provided by **Cam-Plex**.
12. Attached please find **thank you cards** from **Adult Drug Court Graduates**.
13. Attached please find **thank you letters** for the **Solid Waste Operators**.

* **Item previously discussed by Council**

PGD/adw

	Special Meeting Tuesday, June 12, 2018 Meeting: 5:30 p.m. 3rd Floor Conference Room

Dinner served at 5:00 in the 3rd Floor Conference Room

Agenda Topics:

- Campbell County Convention and Visitors Bureau Funding Request Discussion - Mary Silvernell
- **ACTION ITEM:** An Ordinance Providing for the Annual Appropriation of Money for the Maintenance of the City of Gillette, Wyoming, for FY2018-2019. (Second Reading)
- **ACTION ITEM:** An Ordinance Amending Section 13 - Telecommunication Towers and Antennas, of the City of Gillette Zoning Ordinance. (Third and Final Reading)
- Review June 19th Agenda
- Executive Session



Upcoming Work Session Topics:

June 26

- Asphalt Maintenance Discussion
- Cable Franchise Agreement
- Review July 3rd Agenda
- Executive Session

July 10

- Tour of Sports Facilities
- Review July 17th Agenda
- Executive Session

July 24 – CANCELED

July 31

- Review August 7th Agenda
- Executive Session

August 14

- Review August 21st Agenda
- Executive Session

August 28

- Review September 4th Agenda
- Executive Session

September 11

- Employee Benefits Presentation
- Review September 18th Agenda
- Executive Session

September 25

- Review October 2nd Agenda
- Executive Session

City/County Meeting

Upcoming Council Pre-Meeting Topics

June 19

- WYDOT State Transportation Improvement Plan Presentation
- Adoption of 2018 Building Codes Update
- Budget Amendment Review
- Review June 19th Agenda
- Executive Session

July 3

- Introduction of New Citizen Advisory Board Members
- Review July 3rd Agenda
- Executive Session

July 17

- eBay Auction Update
- Review July 17th Agenda
- Executive Session

August 7

- Review August 7th Agenda
- Executive Session

August 21

- Reserves Policy Discussion
- Review August 21st Agenda
- Executive Session

September 4

- Review September 4th Agenda
- Executive Session

September 18

- Review September 18th Agenda
- Executive Session

Upcoming Activities

- **June 9** – Children's Memorial Walkway Remembrance Ceremony – 11:00 a.m.
- **June 13-15** – WAM Summer Convention, Pinedale, WY
- **June 14-15** – WWDC / Select Water Committee Meetings, Pinedale, WY
- **June 22-23** – Donkey Creek Festival

New Agenda Items for June 19, 2018

1. **ITEM TABLED UNTIL JUNE 19, 2018:** An Ordinance to Amend the District Zoning Map of the City of Gillette, Wyoming, for Property Generally Located at 201 W. 4th Street and 402 Warren Avenue and Legally Described as Lots 1 & 2, Block 5, Third Addition Subdivision and Adjoining Right-of-Way East and North, and the Right-of-Way East of Lots 4, 5, & 6, Block 12, Second Addition Subdivision, from R-2, Single and Two Family Residential Zoning District to C-2, Central Business Zoning District, Subject to all Planning Requirements.

(Unfinished Business – Ordinance 2nd Reading)

2. An Ordinance Approving and Authorizing the Extension of the Boundaries of the City of Gillette, Wyoming, and Annexation of a Tract of Land Known as the Country Club Island Annexation, Entirely Adjacent and Contiguous to the Present Boundaries of the City of Gillette, Wyoming, Pursuant to W.S. 15-1-404, and Establishing an A, Agricultural Zoning District an R-S, Suburban Residential Zoning District, and an R-2, Single and Two Family Residential Zoning District, Subject to All Planning Requirements.

(Unfinished Business – Ordinance 2nd Reading)

3. Council Consideration for the Issuance of a Street Closure Permit on July 26, 2018, from 5:00 p.m. to 7:00 p.m. for the 3rd Street Plaza for an Ice Cream Social, Requested by Tracy Mathews and Gail Lofing with the Campbell County Chamber of Commerce.

(New Business – General Agenda)

4. Council Consideration of a Resolution Authorizing the Submission of an Application for Federal Funding Through the Transportation Alternatives Program Administered by the Wyoming Department of Transportation for the Purposes of the Donkey Creek Pathway Connections Project.

(New Business – General Agenda)

5. Council Consideration of a Bid Award for the 4J Pathway Repairs Project to Wyoming Earthmoving Corporation (WEC), in the Amount of \$150,014.60 (1% Project).

(New Business – General Agenda)

6. Council Consideration for the Acceptance of Public Improvements for the Large Asphalt Patch Spring 2018 Project, Installed by Simon Contractors, in the Amount of \$75,980.00. (1% Project)

(New Business – General Agenda)

7. An Ordinance to Amend the Gillette City Code, to Adopt and Amend the 2018 Editions of the International Building Code, the International Residential Code, the International Plumbing Code, the International Mechanical Code, the International Fuel Gas Code, the International Fire Code, and the International Existing Building Code.

(New Business – Ordinance 1st Reading)

8. Appointment of Mike Cole to the Wyoming Association of Risk Management (WARM) Board.

(Appointments)

9. A Public Hearing to Consider Amendments to the Gillette City Budget for FY2017-2018.

(Public Hearings and Considerations)

10. Council Consideration of a Resolution to Approve Amendments to the Gillette City Budget for FY2017-2018.

(Public Hearings and Considerations)

11. A Public Hearing to Consider the FY2018/2019 Budget.

(Public Hearings and Considerations)

12. An Ordinance Providing for the Annual Appropriation of Money for the Maintenance of the City of Gillette, Wyoming, for FY2018-2019. (3rd & Final Reading)

(Public Hearings and Considerations)



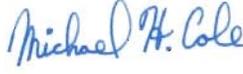
CITY OF GILLETTE

Utilities Department

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MEMO

TO: Patrick Davidson, City Administrator 

THRU: Michael H. Cole, PE, Utilities Director 

FROM: Dan Bridges, PE, Electrical Manager 

DATE: June 8th, 2018

RE: Emergency Warning System Failure Root Cause Findings

During the June 5th City Council Pre-Meeting, David King debriefed the City Council on the tornados that passed through our area on the previous Friday (June 1st). During his discussion Mr. King, the Coordinator for the Campbell County Emergency Management Agency (CCEMA), spoke about the failure of the Emergency Warning System. Mr. King's group had concluded that the system failed due to a loss of power at the Foothills tower site. Council asked the Utilities Department to investigate. Utility Staff has performed a root cause analysis of the failure and this memo provides the findings of that investigation.

The short answer as to the cause of the Emergency Warning System failure during the June 1st Tornado is that the Uninterruptible Power Supply (UPS) failed at the Sherriff's Office (SO) Radio Tower located on the South side of the old Campbell County Landfill (911 Westover Road). The City of Gillette electrical service at this site did not lose power during the storm event.

The long answer is as follows. Upon receiving the first severe weather notification, the Electrical Services line crews ended all normal operations and began monitoring the storm situation. We are fortunate in that our linemen have decades of storm restoration experience from past events in our city, region, and across the country. Working together with constant communication, these crews patrolled across the community ready to respond to possible outages. Likewise, the City Water Division temporarily suspended water production and operations at the Madison well field while the storm passed.

The Electrical crews maintained a vigilant watch on the storm system and utilized every possible tool to help them keep abreast of the situation. Smart phone apps, such as Doppler radar, and emergency response scanners were leveraged to track activity related to the storm. Mobile PCs with SCADA software were used to monitor the status of the electrical system. This mode of operations was maintained until the storm had traveled 45 miles east of the Madison facilities.

There were no feeder operations, blown fuses, or power outages. We were fortunate that the tornados passed around our electrical infrastructure, however our system is very robust and holds up well to most severe weather situations. This is due mainly to the many years of

overhead to underground conversion projects that have been funded and implemented on our electrical system.

Once the storm was beyond the Madison facilities, the Water Operators re-started the regional wells, pump stations and disinfection facility. Our experienced water operators wisely shutdown these systems to minimize the possibility of lightning damage during the storm event.

It was disappointing to hear the initial report that a power loss on our electrical system at the Foothills tower site caused the failure of the Emergency Warning System. This seemed very unlikely, especially considering that we had been closely monitoring the electrical system during the entire event and no outages had occurred. Additionally, we had no SCADA alarms at the Foothills site during the storm.

Working with David King (CEMA Coordinator) and Joey Williams (SO Communication Supervisor) it was discovered that there were inconsistencies in the information used to determine the root cause of the failure. The first thing that was noticed was there was reference made to an emergency generator not starting, however the Foothills tower site does not have a generator. After some more investigating it was discovered that the failure had occurred at the SO landfill tower site as previously mentioned.

Further review of the trouble shooting test data revealed that utility power had in fact NOT been lost during the storm event and the UPS failure was the single root cause. Mr. King issued a correction on Wed., June 6, 2018, at 2:33 PM via a severe storm notification email.

The City of Gillette has previously experienced UPS failures. This type of failure is very frustrating as this specific piece of equipment that was installed to prevent power loss, instead becomes the point of failure. Consequently, our experience led us to deploy a wiring scheme using a simple relay to mitigate this problem. We are in the process of sending wiring diagrams to Mr. King so he can implement a similar scheme and eliminate this type of failure in the future.

On behalf of the City, I am grateful to the Electrical Engineers, SCADA Electricians and Electrical Linemen who spent a significant amount of time investigating the integrity of our electrical systems and radio tower sites. At the beginning of our investigation, we were unsure where the failure had actually occurred, so we investigated both of our tower sites that contain Sherriff Office and Fire Department radios. We also made visual inspections at the Foothills Warning System Speaker Pole, however these poles are solar powered and do not have a utility electric service. When the location of the failure was eventually confirmed, the Linemen inspected the electrical service equipment at this site and verified proper voltage. We found no discrepancies anywhere on any of our systems.

Please let me know if you need additional information.



OFFICE

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Robert P. Palmer, Commissioners
Administrative Director

BOARD OF COMMISSIONERS

Mark A. Christensen, Chairman
Rusty Bell
G. Matthew Avery
Clark Kissack
Micky Shober

5 June 2018

Mr. Ryan Gross
Chairman
Campbell County Joint Powers Fire Board
106 Rohan Avenue
Gillette, Wyoming 82716

Dear Chairman Gross:

Thank you for submitting amendments to the FY 2018-19 budget request late last month. The Campbell County Board of Commissioners is in receipt of your proposed budget amendments for FY 2018-2019, and has provisionally the supplemental the Joint Powers Fire Board proposed budget as follows.

Fiscal Year 2018/2019 Proposed Budget (amended)
Amounts to be funded by Campbell County

	<u>Requested</u>	<u>Provisionally Amended</u>
Operating Budget (68.5%)	\$3,520,222.	\$3,401,596. *
Capital (49.5%)	\$ 191,515.	\$ 144,837.
Capital Construction (49.5%)	\$ 0.	\$ 0.
Vehicle Upgrades/Depreciation (49.5%)	<u>\$1,600,000.**</u>	<u>\$ 250,000***.</u>
Total Proposed for County Public Funding	\$3,711,737.00	\$3,796,433.00

*including FY 18/19 benefit adjustment.

**estimated cost of purchasing one (1) Aerial Unit and three (3) Staff Vehicles. Campbell County provisionally approves up to \$70,000 for each Staff Vehicles, a total of \$210,000, from the Fleet Depreciation Account. No funding for an Aerial Unit approved for FY 2018/19.

***County provisionally approved \$250,000 for depreciation account.

After review of the amended FY18/19 Joint Powers Fire Board Budget proposal, the Board of Commissioners conveys the following, incorporating changes from spreadsheet and undated letter:

The mission of Campbell County is to provide quality, efficient, and cost-effective services for all Campbell County residents through sound decision making and fiscal responsibility.

Operating/Vehicles/Capital:

- Provisionally approved Joint Powers Fire Board Operating Request, salary and benefit adjustment included, including the amended highlighted items, with a total County supplemental amount of \$106,308. The balance of suggested modifications remains as outlined in the May 1st correspondence. Please note the supplemental adjustment in Operating funds is only for FY 2018/19; funding changes may be necessary in FY 2019/2020.

Ryan, during the next fiscal year the Board of Commissioners will continue to focus on several key areas and seek your assistance with the following.

- 1) Maintain emphasis on purchasing operating, capital and capital construction items from vendors located in Campbell County, supporting our local businesses.
- 2) Submit your position vacancy justifications to the Board of Commissioners in accordance with the current guidelines on posting of a job vacancy notice or hiring a replacement.
- 3) Continued adherence to the FY 2018/19 Budget Message presented in January.

In addition, the Board of Commissioners has requested and awaits a long term Strategic Plan from the Joint Powers Fire Department regarding Fire Operations, including full and part time Staffing.

Thank you for submitting the Joint Powers Fire Board Fiscal Year 2018-2019 Budget proposal. The Campbell County Fiscal Year 2018-2019 Budget will be adopted on June 19, 2018. If you have any questions regarding the provisional recommendations, please contact the County Clerk or our office should you have any questions.

Sincerely,



Mark A. Christensen
Chairman

xc: City of Gillette
Town of Wright
Campbell County Clerk
Fire Chief William Shank



CITY OF GILLETTE

Administrative Services Department - City Clerk Division

Karlene Abelseh, City Clerk/Print Shop
P.O. Box 3003 • Gillette, Wyoming 82717-3003
Phone (307) 686-5210 • Fax (307) 686-4081
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CERTIFICATE OF CITY CLERK DECLARING NAMES OF CANDIDATES FOR CITY COUNCIL FOR THE CITY OF GILLETTE, WYOMING JUNE 4, 2018

I, Karlene Abelseh, City Clerk for the City of Gillette, Wyoming, do hereby certify that the following is a full, true and complete list of names of all persons who have complied with the Wyoming State Statutes, by the filing of petitions for the City offices and the payment of fees within the time required, and I further certify that the following is a full, true and complete list of offices for which each of such persons is a candidate:

Council Seat Ward I (2-year term):

Bruce Brown
Darin Edmonds

Council Seat Ward I (4-year term):

Shawn Neary
Terry J. Sjolin

Council Seat Ward II:

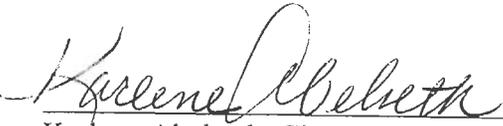
Timothy C. Carsrud

Council Seat Ward III:

Robin M. Kuntz

Mayor:

Louise Carter King
Jarik M. Dudley
Robert Kaczmarek


Karlene Abelseh, City Clerk

Municipal Offices
Application for Nomination by Primary

State of Wyoming)
 County of Campbell) ss. W.S. 22-23-302

I, Terry J Sjolin, the undersigned, swear or affirm that I was born on June (month) 8 (day), 1976 (year), that I have been a resident of the state of Wyoming since June 1976 (month/year), and that I am a registered voter of Election District No. 01, Precinct No. 14, in Ward No. 1(4/6) in the city of Gillette, and the state of Wyoming, residing at 265 Westhills Loop, as of the closing of the municipal clerk's office on the day this petition is filed, do hereby petition and request that my name be printed upon the official municipal primary ballot at the next primary election as a candidate for the office of City Council. I hereby declare that if nominated and elected, I will qualify for the office.

DATED the 1 day of June, 2018.

Terry J Sjolin
 Print or type your name exactly as you wish it to appear on the ballot. (W.S. 22-6-111 states that professional titles and degrees shall not appear on the ballot.)

Terry J Sjolin
 Signature
265 Westhills Loop
 Mailing Address (if different from residential)
Gillette, WY 82718
 Mailing City/Town, Zip Code

Gender: Male Female

Teh-ree Sha-lean
 In order to meet federal requirements for audio ballots and to accommodate individuals with disabilities, please print your name phonetically on the line above (i.e., Kyle Balcaen Wudson would be Ky-ill Ball-Kin Wood-Sin).

307-660-4028
 Campaign Telephone (will be published)
307-660-4028
 Telephone Number (will not be published)
terrysjolins@gmail.com
 E-Mail Address

Filing Period:	Filing Office:	Filing Fee:
May 17 through June 1, 2018	City or Town Clerk	\$25

Qualifications for Holding Office

- Please ensure that:
 - You are not holding an office which may conflict, or be incompatible, with the office for which you are filing.
 - Your employment is compatible with the office you are seeking.
- Candidates for municipal office must be a registered voter and a resident of the municipality and ward which he seeks to represent (W.S. 22-23-301) and will have resided in said ward for at least one (1) year next preceding his election if so elected. (W.S. 22-23-103(b))
- Pursuant to W.S. 6-10-106, a person convicted of a felony is incompetent to hold any office of honor, unless he has had a complete and full restoration of rights, not just voting rights. If you have any questions regarding your ability to hold office, please ask the County Clerk for clarification.

For Immediate Release 6/5/2018

USA Softball of Wyoming together with the City of Gillette will be hosting the Girls Class C Fastpitch 10U, 12U and 14U Northwest Mountain Championship Final. This will be the first year a Championship Final Tournament for the C level has been held. As many as 110 teams will gather in Gillette July 24 thru July 29, 2018 to participate and enjoy western hospitality. Junior Olympic Commissioner Rebecca Pexton wanted to bring a tournament of this caliber to Wyoming and Gillette's Energy Capital Sports Complex was a perfect location. Teams playing C ball are more likely to drive to a destination and visit local places of interest as well. USA of Wyoming will not be charging a walk in gate fee and would like to invite you to enjoy some softball. If you would like to know more on how to be a sponsor of this event or a volunteer contact Pexton at womingusasoftball@gmail.com.

About USA Softball

USA Softball is a 501(c)(3) not-for profit organization headquartered in Oklahoma City, Okla., and is designated as the National Governing Body (NGB) of Softball in the United States and a member of the United States Olympic Committee. One of the nation's largest sports organizations, USA Softball sanctions competition in every state through a network of 69 local associations and has grown from a few hundred teams in the early days to over 150,000 teams today, representing a membership of more than 2 million. USA Softball is dedicated to providing people of all ages the opportunity to play the game they love at a variety of levels by offering recreational, league, tournament and competitive play for fast pitch, slow pitch and modified pitch. USA Softball annually conducts thousands of tournaments throughout the country including over 100 National Championships. The USA Softball umpire program is among the nation's largest and are widely known as the best trained umpires in the game.

As the NGB for the sport of softball, USA Softball is responsible for training, equipping and promoting the six USA Softball National Teams that compete in events such as the Olympics, Pan American Games, World Championships and other international and domestic events. For more information on USA Softball, including its founding and history as



Yard Waste Customer Count - May 2018

DATE	Bags	Trucks	Trailers	Dump	Total	Day of Week
5/1/2018	2	8	9	3	22	Tuesday
5/2/2018	16	22	17	2	57	Wednesday
5/3/2018	15	32	15	2	64	Thursday
5/4/2018	20	48	17	3	88	Friday
5/5/2018	31	70	33	2	136	Saturday
5/6/2018					0	Sunday
5/7/2018	27	43	28	2	100	Monday
5/8/2018	21	38	26	2	87	Tuesday
5/9/2018	24	31	21	2	78	Wednesday
5/10/2018	21	35	14	1	71	Thursday
5/11/2018	18	36	10	1	65	Friday
5/12/2018	2	24	12		38	Saturday
5/13/2018					0	Sunday
5/14/2018	28	40	26	2	96	Monday
5/15/2018	24	45	13	2	84	Tuesday
5/16/2018	23	43	16	2	84	Wednesday
5/17/2018	25	50	19	5	99	Thursday
5/18/2018	19	66	28	2	115	Friday
5/19/2018	11	64	24		99	Saturday
5/20/2018					0	Sunday
5/21/2018	38	58	36	2	134	Monday
5/22/2018	26	57	26	3	112	Tuesday
5/23/2018	19	30	17	1	67	Wednesday
5/24/2018	24	24	21	1	70	Thursday
5/25/2018	32	55	32	1	120	Friday
5/26/2018	38	56	27	3	124	Saturday
5/27/2018					0	Sunday
5/28/2018		3	3		6	Monday
5/29/2018	14	32	17	5	68	Tuesday
5/30/2018	18	35	12	2	67	Wednesday
5/31/2018	43	66	25	2	136	Thursday
Total	579	1111	544	53	2287	

ENGINEERING DIVISION PROJECT STATUS REPORT

PROJECT NAME & NUMBER	PMS 2018 Schedule A 18EN02	PMS 2018 Schedule B 18EN03	Alley PMS 2018 18EN01	Gurley Overpass Deck Rehabilitation 18EN15
PROJECT MANAGER	Todd Merchen	Josh Richardson	Jade Butler	Todd Merchen
ENGINEER	Morrison Maierle	KLJ	PCA Engineering	Structural Dynamics
CONTRACTOR	Van Ewing Construction	Simon Contractors	Hot Iron	S&S Builders
CONSTRUCTION START DATE	May 24, 2018	May 7, 2018	May 7, 2018	May 29, 2018
PROPOSED END DATE	August 10, 2018	August 7, 2018	July 1, 2018	September 13, 2018
PERCENT COMPLETE	8%	0%	70%	4%
BID PRICE	\$579,117.34	\$1,163,402.85	\$334,644.58	\$913,121.20
CURRENT PROJECT HIGHLIGHTS	Demo, subprep, and base course complete for Phase I (east of Smiths to CCHS parking area). Project is on Schedule.	TBD	Water and Sewer portion of project is complete. Contractor is currently prepping the alley for the new concrete surface. Gas company will be lowering a gas line that was found to be too shallow.	S&S Builders has milled 80% of the entire deck and started hand removals on the south span. Silica Fume resurfacing scheduled to be complete August 3. Overpass will then be open until August 29. Then a closure for epoxy application.
PROJECT DESCRIPTION	Reconstruction of Camel Drive with new concrete paving.	Rehabilitation of pavement (overlay), curb & gutter, and sidewalk in 4-J subdivision, Gillette Ave., Wagonhammer, Timothy Street and Timothy Court. Includes new fire hydrants and fittings.	Reconstruction of the alley from Rohan Ave. to Stocktrail Ave. along West 10th Street. Project will include a new sewer line and water line.	Project will include placement of a new silica fume concrete overlay to be followed by a high friction epoxy overlay. The concrete paving at the intersection of 4th St. and Gurley Ave. will also be replaced.

ENGINEERING DIVISION PROJECT STATUS REPORT				
PROJECT NAME & NUMBER	Winland Industrial Park Water & Sewer Improvements - 16EN41	Winland Industrial Park Backflow Installation 18EN16	2018 Sanitary Sewer Main Replacement 18EN06	2018 Water Main Replacement 18EN05
PROJECT MANAGER	Bonnie Hochhalter	Bonnie Hochhalter	Steve Peterson	Steve Peterson
ENGINEER	Dowl	In-House	DOWL	HDR Engineering
CONTRACTOR	TBD	Long's Plumbing	TBD	COP of Wyoming, LLC
CONSTRUCTION START DATE	June 2018	July 2018	TBD	May 14, 2018
PROPOSED END DATE	October 2018	July 2018	TBD	August 21, 2018
PERCENT COMPLETE	0%	0%	0%	20%
BID PRICE	TBD	TBD	TBD	\$1,294,693.00
CURRENT PROJECT HIGHLIGHTS	TBD	The City is currently waiting on a signed easement from Joy Global headquarters in Milwaukee.	This project is on indefinite hold until permanent easements can be obtained.	Water Main installation on 4th Street.
PROJECT DESCRIPTION	Installing individual water meters to each lot, sanitary sewer improvements/repairs, and minor street repairs.	Installing back flow devices for the individual lots in the Winland Industrial Park	This project will replace approximately 500 LF of 12" sanitary sewer main between University Road and Potter Ave. Included with this project will be slope stabilization in the areas disturbed by construction of the new sanitary sewer.	Includes approx. 4,200 LF of water main, approx. 130 LF of bored casing and carrier pipe; fire hydrants; reconstruction of paved areas; and removal and replacement of misc. concrete items along Hwy 14-16 from Butler Spaeth to Gurley Ave., and 4th St. from Stanley to Gurley Ave.

ENGINEERING DIVISION PROJECT STATUS REPORT

PROJECT NAME & NUMBER	Large Asphalt Patch Spring 2018 17EN24	Dalbey Irrigation Project 18PK04	Dalbey Park to College Pathway Ph. I & II 16EN48	Dalbey Park to ECSC Pathway 16EN04
PROJECT MANAGER	Todd Merchen	Jade Butler	Josh Richardson	Josh Richardson
ENGINEER	In-House	Wayne Eckas, P.E.	HDR Engineering	Dowl
CONTRACTOR	Simon Contractors	G&G Landscaping	TBD	S&S Builders
CONSTRUCTION START DATE	April 30, 2018	July 3, 2018	TBD	September 25, 2017
PROPOSED END DATE	May 21, 2018	October 20, 2018	TBD	January 5, 2017
PERCENT COMPLETE	100%	0%	0%	0%
BID PRICE	\$78,822.00 (awarded amount)	\$482,024.00	TBD	TBD
CURRENT PROJECT HIGHLIGHTS	Simon received final completion May 22, 2018. Project was completed for \$75,980.00, \$2,842.00 under the awarded project amount.	Project will start after Little League season concludes, and be completed this fall.	Includes a boardwalk tying to the existing weir in Dalbey Park, tying to the existing pathways and lowering the pathway under the Highway 59 bridge.	Project had a winter shutdown.
PROJECT DESCRIPTION	Large asphalt patches on J Cross Ave. in RC Ranch, and on 3rd St. west of Gillette Ave.	New irrigation system for all six softball fields and two t-ball fields at Dalbey Park.	This pathway starts at the Highway 59 bridge and travels adjacent to Donkey Creek at College Park Court, including a bridge across Donkey Creek.	Will install 2,736 linear feet of 8' wide concrete pathway, including installing a 140 foot bridge over Donkey Creek.

ENGINEERING DIVISION PROJECT STATUS REPORT

PROJECT NAME & NUMBER	Madison Water Load Out Facility and Pine Ridge Tank Drain - 18EN10	Interstate Industrial Park LID 15EN47	Boxelder Road Enhancements- Emerson to Hwy 59 - 16EN16	Highway 50 - Lakeway Rd to Southern Dr. 16EN39
PROJECT MANAGER	Steve Peterson	Luke Antonich	Josh Richardson	Bonnie Hochhalter
ENGINEER	Morrison Maierle	Dowl	PCA Engineering	WYDOT
CONTRACTOR	Hot Iron, Inc.	DRM, Inc.	Powder River Construction	TBD
CONSTRUCTION START DATE	July 2, 2018	April 2, 2018	July 17, 2017	Spring 2019
PROPOSED END DATE	August 27, 2018	January 4, 2019	November 30, 2017	TBD
PERCENT COMPLETE	0%	19%	99%	0%
BID PRICE	\$258,230.57	\$3,739,673.57	\$1,336,346.25	TBD
CURRENT PROJECT HIGHLIGHTS	This project is anticipated to start 7/2/18.	Water main installation complete on Conestoga - services have been connected and are serving Conestoga customers. 2nd St. water main ins. progressing west from Garner Lake Road. Water services and fire hydrant connections are being installed as installation progresses.	With cost savings during construction, landscaping has been added. A drain was also added in the apartment house parking lot. Presently the project had a winter shutdown.	TBD
PROJECT DESCRIPTION	This project will install a new water load-out facility with a building, grading, 2" water service to the building, and electrical conduit to the building at the existing Madison Pump Station. There will also be a new 18" drain line ran from the Pine Ridge Tank to the outlet structure north of the Tank.	Installation of new 12" water main to provide fire flows to an industrial district on 2nd St., Conestoga Dr., Commerce Dr., and Industrial Park Dr. Includes reconstruction of 2nd St. and Conestoga Dr. pavement sections.	Improvements include grading, base, edge drain, curb & gutter, pathway, concrete pavement, storm sewer, pavement marking, light and a traffic signal.	WYDOT project to widen and improve HWY 50 from Lakeway Road to Southern Drive.

ENGINEERING DIVISION PROJECT STATUS REPORT

PROJECT NAME & NUMBER	Boxelder-Garner Lake Rd Traffic Signal 18EN12	4-J Pathway Repairs 18EN18	Stonepile Drainage Repairs 18EN19	
PROJECT MANAGER	Steve Peterson	Steve Peterson	Todd Merchen	
ENGINEER	Morrison Maierle	Inberg-Miller Engineers	In-House	
CONTRACTOR	TBD	TBD	GW Construction	
CONSTRUCTION START DATE	TBD	TBD	July 2018	
PROPOSED END DATE	TBD	TBD	TBD	
PERCENT COMPLETE	0%	0%	0%	
BID PRICE	TBD	TBD	\$76,067.42	
CURRENT PROJECT HIGHLIGHTS	This project is scheduled to start in early 2019.	Project will be bid on 6/5/18.	Contract awarded June 5, 2018. Complete contract paperwork. No approved schedule at this time.	
PROJECT DESCRIPTION	This is a WYDOT project to install a new traffic signal at the intersection of Boxelder and Garner Lake.	This project is to rebuild 755 LF of the 4J Pathway including approximately 840 SY of 4" AC Pavement and 6" Base, importing 22 CY of sand, installing an area inlet and 24 LF of 15" storm drain piping.	Repair portions of the low flow channel between Butler Spaeth and El Camino	



CITY OF GILLETTE

P.O. Box 3003 • Gillette, Wyoming 82717-3003
 www.gillettewy.gov

City of Gillette Regional Water Panel Minutes
May 30, 2018 (12:00 P.M.)
City West - UT Conference Room

Board Members:

	<u>(Yes)</u>	<u>Present</u>	<u>(No)</u>
Bryan Clerkin			X
E. Loren Crain	X		
Don Dihle	X		
Duane Evenson	X		
Shaun Gee			X
Don McKillop			X
Ralph Kingan			X
Meeting Quorum:	NO		

Panel Members:

	<u>(Yes)</u>	<u>Present</u>	<u>(No)</u>
Mike Cole-Utilities Director	X		
Levi Jensen-Utility Project Mgr.	X		
Kevin King-Dir. Campbell Co. Public Works	X		
Diane Monahan-Water Services Mgr.	X		
Jill Belecky-Admin. Asst.	X		

Guests:

Michelle Henderson, Finance Director	X
Kevin with County 17	X

I. Call Meeting to Order

The meeting was called to order at 12:12 pm.

II. Approval of Minutes from Previous Meeting (2/14/2018)

Unable to approve February 13, 2018, minutes due to not having a quorum.

III. Level of Service (LOS): Graceland, Stonegate, Means

Update on Water Service Agreements:

*Graceland sent correspondence to remove their WSA application; they do not want Regional water.

*Stonegate was Level A (stand by-intermittent) and changed to Level B (full-time)

*Means turned in a WSA for Level B (standby-intermittent service). Kevin King noted the County is wanting to apply for a WWDC Level 2 Study so he requested the City Council sign the WSA soon. A lengthy discussion followed on a possible consolidation of the CC Airport, Section Four, Hoy MHP, and Means for one Level 2 Study.

*Mike Cole noted Buckskin Improvement Service District's (15-16 residential lots) well failed last week. They signed an emergency agreement (90 days) with the City and are currently being served water (through a hydrant connection) until their well is repaired. Buckskin has signed a WSA and are in the queue for a regional connection.

*Overbrook Subdivision is also having operation issues with their well. They have an executed WSA and are currently receiving water full-time through their Regional connection until their well is repaired.

*Windcrest Estates (old Decker Water Line) installed in the mid 80's (3-4 customers) is currently looking at a WSA for a regional connection for their four lots.

IV. Regional Financials (Five Year CIP/Pro Forma), Michelle Henderson, Finance Dir.

Michelle explained how the funding works for the Regional or transmission side of the pipeline.

V. Project Update - Levi

VI. Next Proposed Meeting

August 29, 2018

VI. Adjournment

The meeting was adjourned at 12:57 PM.

RESPECTFULLY SUBMITTED,

Duane Evenson
Board Chairman

DE/jb

APPROVED: _____



CITY OF GILLETTE

Development Services
Building Inspection Division
201 E. 5th Street • Gillette, Wyoming 82716
Phone 307.686.5260
www.gillettewy.gov

MEMORANDUM

TO: Board of Examiners – Dean Thompson, Chairman; Chad Renken, Vice-Chairman; Weston Scott, Dale Phipps, Scott Heibult, Jaye Drake, Todd Newlin, Chris Weight, and Bill Currie.

CC: Administration
Patrick Davidson, City Administrator
Anthony Reyes, City Attorney
Jim Brown, Deputy Building Official
Kim King, Administrative Assistant

FROM: Ken Rogers, Chief Building Official

SUBJECT: Board of Examiners Regular Meeting – June 12, 2018

DATE: June 7, 2018

The Regular Meeting is scheduled for 12:30 p.m. on Tuesday, June 12, 2018 at City Hall, in the Community Conference Room, 2nd Floor. Lunch will be served at 12:00 p.m.

Enclosed please find the Meeting Agenda and Packet.

If you have questions or concerns prior to the meeting, please contact me.

Thank you.

Agenda

BOARD OF EXAMINERS REGULAR MEETING

**June 12, 2018
12:00 p.m. to 2:00 p.m.
City of Gillette – City Hall
2nd Floor
Community Conference Room**

Call to Order	Dean Thompson, Chairman
Approval of Minutes	Regular Meeting of May 8, 2018
Unfinished Business	
New Business	(Richard Cisneros) Discussion Should a Plumber be able to pull permits to install Boiler Heating Systems.
Approval of Contractor License Applications	Individual Trade License Applications Contractor License Applications (Class A, B, C, D, F and R)
Announcements	The next Regular Meeting will be on Tuesday, July 10, 2018.
Adjournment	

BOARD OF EXAMINERS
MEETING MINUTES

Regular

May 8, 2018

12:30 p.m.

Board Members present: Chairman Dean Thompson, Vice Chairman Chad Renken, Weston Scott, Dale Phipps, Scott Heibult, Jaye Drake, Todd Newlin, Chris Weight, and Bill Currie.

Staff Members present: Ken Rogers, Chief Building Official; Jim Brown, Deputy Building Official; Kim King, Administrative Assistant.

Staff Members absent: Heath VonEye, Development Services Director.

Dean Thompson, Chairman, called the meeting to order.

Approval of Minutes

Chairman Thompson called for approval of the April 10, 2018, Regular Meeting Minutes. It was moved by Chris Weight, seconded by Bill Currie to approve said Minutes. Roll was called on the motion with the following results. Board Members voting aye: Drake, Scott, Phipps, Heibult, Newlin, Weight, Currie, Vice Chairman Renken, and Chairman Thompson. Motion carried.

Unfinished Business

Jim Brown informed the Board of the International Code Council (ICC) 2018 Code updates. He stated there were more construction cost savings rather than additional requirements that make it more expensive to build associated with the Code updates. He detailed out some examples of these changes.

After discussion of the updates in the Chapter 5 Code with the Board, Chairman Thompson called for a motion. It was moved by Bill Currie, seconded by Chris Weight to approve the Chapter 5 Code updates. Board Members voting aye: Heibult, Newlin, Weight, Currie, Drake, Scott, Phipps, Vice Chairman Renken, and Chairman Thompson. Motion carried.

New Business

There was none.

Individual Trade License Applications

The Board reviewed the following Individual Trade License Applications:

AHLERS, SETH of GILLETTE, WY • APPRENTICE GAS PIPEFITTER, POWDER RIVER HEATING & A/C Lic# 3399
AHLERS, SETH of GILLETTE, WY • APPRENTICE PLUMBER, POWDER RIVER HEATING & A/C Lic# 3400
ANDERSON, DANIEL of RAPID CITY, SD • MASTER ELECTRICIAN, CONRAD'S BIG C SIGNS Lic# 2606
ARAGONEZ, HECTOR of GILLETTE, WY • APPRENTICE GAS PIPEFITTER, CLIMATE SOLUTIONS LLC Lic# 2138
ARAGONEZ, HECTOR of GILLETTE, WY • APPRENTICE HVAC TECH, CLIMATE SOLUTIONS LLC Lic# 2139
BECK, LARENCE C of MOUNTAIN VIEW, WY • MASTER ELECTRICIAN, UNION TELEPHONE COMPANY Lic# 2458
CONRAD, RICK of RAPID CITY, SD • JOURNEYMAN ELECTRICIAN, CONRAD'S BIG C SIGNS Lic# 2198
COTE, DANIEL of GILLETTE, WY • JOURNEYMAN HVAC TECH, JOE'S PLUMBING & HEATING INC Lic# 2551
DAVIS, BRICE of GILLETTE, WY • JOURNEYMAN PLUMBER, JOE'S PLUMBING & HEATING INC Lic# 3178
DICKINSON, ALEXANDER of MILLS, WY • MASTER ELECTRICIAN, 307 ELECTRIC LLC Lic# 3190
ESTRADA, RUBEN of BELLE FOURCE, SD • MASTER ELECTRICIAN, FUZE ELECTRIC Lic# 3418
FISCHER, BRYAN of RAPID CITY, SD • JOURNEYMAN ELECTRICIAN, CONRAD'S BIG C SIGNS Lic# 2223
GAGLIANO, JARED of GILLETTE, WY • APPRENTICE GAS PIPEFITTER, BLACK HILLS GAS HOLDINGS, LLC Lic# 2302
GAGLIANO, JARED of GILLETTE, WY • APPRENTICE HVAC TECH, BLACK HILLS GAS HOLDINGS, LLC Lic# 2303
GAGLIANO, JARED of GILLETTE, WY • APPRENTICE REFRIGERATION TECH, BLACK HILLS GAS HOLDINGS Lic# 2304
GOODSPEED, CALEB of LARAMIE, WY • MASTER ELECTRICIAN, TRIDENT ELECTRIC LLC Lic# 3415
GRIFFITH, PATRICK of BUFFALO, WY • JOURNEYMAN ELECTRICIAN, RUBY ELECTRIC LLC Lic# 3407
HEIMANN, TRAVIS of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, ELECTRICAL SPECIALISTS Lic# 2327
HENDERSHOT, BRYAN of GILLETTE, WY • MASTER PLUMBER, PLUMB TECH LLC Lic# 1728
JOHNSON, MICHAEL of ST CLOUD, MN • MASTER GAS PIPEFITTER, J-BERD MECHANICAL CONTRACTORS Lic# 2345
JOHNSON, MICHAEL of ST CLOUD, MN • MASTER PLUMBER, J-BERD MECHANICAL CONTRACTORS Lic# 2346
KEITHLY, BRIAN of DOUGLAS, WY • MASTER ELECTRICIAN, H & H ELECTRIC LLC Lic# 2960
KINTZ, NATE of GILLETTE, WY • MASTER GAS PIPEFITTER, CLIMATE SOLUTIONS LLC Lic# 1702
KINTZ, NATE of GILLETTE, WY • MASTER HVAC TECH, CLIMATE SOLUTIONS LLC Lic# 1703
KOSMA, JOSEPH JR of SHERIDAN, WY • MASTER HVAC TECH, KOSMA HEATING & A/C INC Lic# 1496
KOSMA, JOSEPH SR of SHERIDAN, WY • MASTER HVAC TECH, KOSMA HEATING & A/C INC Lic# 1495
LINK, JEFF of BILLINGS, MT • MASTER HVAC TECH, NORPAC SHEET METAL INC Lic# 1667
MAXWELL, CURTIS of DOUGLAS, WY • MASTER ELECTRICIAN, H & H ELECTRIC LLC Lic# 2961
METTLER, AUSTIN of GILLETTE, WY • APPRENTICE GAS PIPEFITTER, POWDER RIVER HEATING & A/C Lic# 3401
MICHEL, JESS of GILLETTE, WY • APPRENTICE PLUMBER, JOE'S PLUMBING & HEATING INC Lic# 2476
OUZTS, RICHARD of GILLETTE, WY • APPRENTICE GAS PIPEFITTER, CLIMATE SOLUTIONS LLC Lic# 1704
OUZTS, RICHARD of GILLETTE, WY • APPRENTICE HVAC TECH, CLIMATE SOLUTIONS LLC Lic# 1705
PETERSEN, MATTHEW of GILLETTE, WY • MASTER GAS PIPEFITTER, POWDER RIVER HEATING & A/C Lic# 2387
PETERSEN, MATTHEW of GILLETTE, WY • MASTER HVAC TECH, POWDER RIVER HEATING & A/C Lic# 2388
PETROCCO, PAUL of SPEARFISH, SD • JOURNEYMAN ELECTRICIAN, PHAZE ELECTRIC INC Lic# 2263
PFEIL, RYAN of GILLETTE, WY • MASTER ELECTRICIAN, POWER SOLUTIONS LLC Lic# 1741
RENKEN, CHAD of GILLETTE, WY • MASTER PLUMBER, JOE'S PLUMBING & HEATING INC Lic# 1793
RENKEN, CHAD of GILLETTE, WY • MASTER GAS PIPEFITTER, JOE'S PLUMBING & HEATING INC Lic# 1794
RENKEN, CHAD of GILLETTE, WY • MASTER HVAC TECH, JOE'S PLUMBING & HEATING INC Lic# 1795
SINNING, CHRISTOPHER of GILLETTE, WY • APPRENTICE GAS PIPEFITTER, POWDER RIVER HEATING & A/C Lic# 3410
SINNING, CHRISTOPHER of GILLETTE, WY • APPRENTICE PLUMBER, POWDER RIVER HEATING & A/C Lic# 3411
STALEY, JOSEPH of GILLETTE, WY • APPRENTICE HVAC TECH, POWDER RIVER HEATING & A/C Lic# 3402
STALEY, JOSEPH of GILLETTE, WY • APPRENTICE GAS PIPEFITTER, POWDER RIVER HEATING & A/C Lic# 3403
STALEY, JOSEPH of GILLETTE, WY • APPRENTICE REFRIGERATION TECH, POWDER RIVER HEATING & A/C Lic# 3404
STULTZ, MICHAEL of MOUNTAIN VIEW, WY • JOURNEYMAN ELECTRICIAN, UNION TELEPHONE COMPANY Lic# 2460
SUWANRIT, ANDREW of HAILEY, ID • MASTER GAS PIPEFITTER, LICENSE ACTIVE ONLY Lic# 2892
SUWANRIT, ANDREW of HAILEY, ID • MASTER PLUMBER, LICENSE ACTIVE ONLY Lic# 2893
SWORD, ALAN of BUFFALO, WY • JOURNEYMAN ELECTRICIAN, RUBY ELECTRIC LLC Lic# 3408

It was moved by Jaye Drake, seconded by Dale Phipps, to approve the above Individual Trade License Applications. Roll was called on the motion with the following results. Board Members voting aye: Scott, Phipps, Heibult, Newlin, Weight, Currie, Drake, and Chairman Thompson. Vice Chairman Renken abstained. Motion carried.

Contractor License Applications

The Board reviewed the following Contractor License Applications (Class A, B, C, D, F and R):

307 ELECTRIC LLC of MILLS, WY • ALEX DICKINSON, ELECTRICAL
307 SECURITY SOLUTIONS LLC of BUFFALO, WY • JASON QUIGLEY, LOW VOLTAGE
A C PAINTING AND DECORATION of GILLETTE, WY • MANUEL ARDON, TRIM CARPENTRY PAINT FLOORING
A C PAINTING AND DECORATION of GILLETTE, WY • MANUEL ARDON, WIND SIDING GUTTER GARAGE DOOR
ANDERSON PLUMBING LLC of GILLETTE, WY • BRANDON ANDERSON, GAS PIPEFITTER
ANDERSON PLUMBING LLC of GILLETTE, WY • BRANDON ANDERSON, PLUMBING
ASHER CONSTRUCTION LLC of GILLETTE, WY • STEVE ASHER, RESIDENTIAL CONTRACTOR
BARTON CONSTRUCTION INC of GILLETTE, WY • DAN BARTON, GENERAL CONTRACTOR
BERCH FINISH CARPENTRY of GILLETTE, WY • MIGUEL BERNAL, TRIM CARPENTRY PAINT FLOORING
BJORUM CONSTRUCTION of GILLETTE, WY • STEVE BJORUM, TRIM CARPENTRY PAINT FLOORING
BJORUM CONSTRUCTION of GILLETTE, WY • STEVE BJORUM, WIND SIDING GUTTER GARAGE DOOR
BLACKTOOTH HOME SERVICES of BUFFALO, WY • JEFFREY ALBRIGHT, GENERAL CONTRACTOR
BONILLA MASONRY LLC of INDEPENDENCE, MO • DANIEL JENKINS, MASONRY (STRUC)
BREIT ROOFING LLC of CASPER, WY • NATHAN BREIT, GENERAL ROOFING
BRIAN GABRIEL of GILLETTE, WY • BRIAN GABRIEL, TRIM CARPENTRY PAINT FLOORING
BRIAN GABRIEL of GILLETTE, WY • BRIAN GABRIEL, DRYWALL
BUFFALO TREE SERVICE of BUFFALO, WY • WILLIAM EDWARDS, LANDSCAPING & FENCING
CASPER FIRE EXTINGUISHER SERVICE of CASPER, WY • DAVID BAILEY, CHEMICAL FIRE SUPPRESSION
CLASSIC DRYWALL SYSTEMS INC of LEHI, UT • DUANE ANDERTON, DRYWALL
CLIMATE SOLUTIONS LLC of GILLETTE, WY • NATHAN KINTZ, MECHANICAL
CLIMATE SOLUTIONS LLC of GILLETTE, WY • NATHAN KINTZ, GAS PIPEFITTER
DRM INC of GILLETTE, WY • DON MCKILLOP, NONSTRUCTURAL CONCRETE
DRM INC of GILLETTE, WY • DON MCKILLOP, WATER & SEWER PIPELAYER
DRM INC of GILLETTE, WY • DON MCKILLOP, EXCAVATION & GRADING
FOUNDATION SUPPORT SYSTEMS OF WYOMING of GILLETTE, WY • PETE CARLSON, NONSTRUCTURAL CONCRETE
FUZE ELECTRIC of BELLE FOURCHE, SD • RUBEN ESTRADA, ELECTRICAL
GEMINI ACOUSTICAL LLC of SIOUX FALLS, SD • TRICIA GARDNER, MISCELLANEOUS
GRANITE PEAK BUILDERS LLC of GILLETTE, WY • JIM BROWN, RESIDENTIAL CONTRACTOR
HORIZON RETAIL CONSTRUCTION of STURTEVANT, WI • JON HENDERSEN, GENERAL CONTRACTOR
ISEMAN HOMES INC of SIOUX FALLS, SD • LISA ZAHN, MANUFACTURED HOME INSTALLATION
J-BERD MECHANICAL CONTRACTORS of ST CLOUD, MN • MICHAEL JOHNSON, PLUMBING
J-BERD MECHANICAL CONTRACTORS of ST CLOUD, MN • MICHAEL JOHNSON, GAS PIPEFITTER
JDP SNOW REMOVAL of GILLETTE, WY • JOSEPH PETTIT, LANDSCAPING & FENCING
JOE'S PLUMBING & HEATING INC of GILLETTE, WY • CHAD RENKEN, PLUMBING
JOE'S PLUMBING & HEATING INC of GILLETTE, WY • CHAD RENKEN, MECHANICAL
JOE'S PLUMBING & HEATING INC of GILLETTE, WY • CHAD RENKEN, GAS PIPEFITTER
KENCO ENTERPRISES INC of OGDEN, UT • DIRK BAUWENS, FIRE ALARM SYSTEMS
KENCO ENTERPRISES INC of OGDEN, UT • DIRK BAUWENS, LOW VOLTAGE
KOSMA HEATING & A/C INC of SHERIDAN, WY • JOSEPH KOSMA JR, MECHANICAL
KUMELOS DESIGN & CONSTRUCTION of SUMMERSET, SD • TIM BRADY, MISCELLANEOUS
LINDBERG MASONRY INC of SUNDANCE, WY • DENNY LINDBERG, MASONRY (STRUC)
M HEATH CONSTRUCTION LLC of GILLETTE, WY • MATTHEW HEATH, RESIDENTIAL CONTRACTOR
MASSEY SERVICES LLC of GILLETTE, WY • GARETT MASSEY, WIND SIDING GUTTER GARAGE DOOR
MASTER STONE CRAFTERS of GILLETTE, WY • JOEL ROBIDART, LANDSCAPING & FENCING
MIDLAND GENERAL CONTRACTORS INC of LOVES PARK, IL • BRENT JOHNSON, BUILDING CONTRACTOR
MJT CONSTRUCTION INC of EAGLE, ID • MIKE TEETER, GENERAL CONTRACTOR
MOUNTAIN VIEW BUILDING INC of SHERIDAN, WY • JASON SPIELMAN, WATER & SEWER PIPELAYER
MOUNTAIN VIEW BUILDING INC of SHERIDAN, WY • JASON SPIELMAN, GENERAL CONTRACTOR
NEW LIFE PAINTING of GILLETTE, WY • THOMAS NAYLOR, TRIM CARPENTRY PAINT FLOORING
NORPAC SHEET METAL INC of BILLINGS, MT • JEFF LINK, MECHANICAL
OAKWOOD CONSTRUCTION of OKEMOS, MI • CRAIG MOULTON, GENERAL CONTRACTOR
PARADISE REMODELING & RENOVATION LLC of GILLETTE, WY • JACK BESEL, BUILDING CONTRACTOR
PARSON DRYWALL INC of GILLETTE, WY • DARIAS PARSON, DRYWALL
PEYROT BACKHOE SERVICE of GILLETTE, WY • ELDON PEYROT, EXCAVATION & GRADING
PLUMB TECH LLC of GILLETTE, WY • BRYAN HENDERSHOT, PLUMBING

POWDER RIVER CONSTRUCTION INC of GILLETTE, WY • DEAN THOMPSON, GENERAL CONTRACTOR
POWDER RIVER CONSTRUCTION INC of GILLETTE, WY • DEAN THOMPSON, WATER & SEWER PIPELAYER
POWER SOLUTIONS LLC of GILLETTE, WY • RYAN PFEIL, ELECTRICAL
PROGRESSIVE CONSTRUCTION INC of GILLETTE, WY • MATT TONN, GENERAL CONTRACTOR
R & A CONSTRUCTION of GILLETTE, WY • REYES DOMINGUEZ, TRIM CARPENTRY PAINT FLOORING
R & G ELECTRIC INC of GILLETTE, WY • RONALD WINTERHOLLER, SIGNAGE
SCULL CONSTRUCTION SERVICE INC of RAPID CITY, SD • DANNY WEGNER, GENERAL CONTRACTOR
SHARPE INDUSTRIES of GILLETTE, WY • JOSEPH SHARPE, TRIM CARPENTRY PAINT FLOORING
SHARPE INDUSTRIES of GILLETTE, WY • JOSEPH SHARPE, WIND SIDING GUTTER GARAGE DOOR
SILVER NAIL CONSTRUCTION of GILLETTE, WY • MONICA MORMAN, GENERAL CONTRACTOR
SMALL TRACTOR ETC of GILLETTE, WY • DUWAYNE HEYING, LANDSCAPING & FENCING
TMI CORPORATION of DICKINSON, ND • TODD BRAUN, TRIM CARPENTRY PAINT FLOORING
TRIDENT ELECTRIC LLC of LARAMIE, WY • CALEB GOODSPEED, ELECTRICAL
TWISTED PINYON LLC of GILLETTE, WY • RODERICK RICHARDSON, RESIDENTIAL CONTRACTOR
UNION TELEPHONE COMPANY of MOUNTAIN VIEW, WY • LARENCE BECK, ELECTRICAL
WEATHERCRAFT CO of GERING, NE • JEREMY RECHSTEINER, GENERAL ROOFING
WEATHERCRAFT CO of GERING, NE • JEREMY RECHSTEINER, WIND SIDING GUTTER GARAGE DOOR
WEEKEND WARRIOR LAWN CARE of GILLETTE, WY • DANIEL MARTIN, LANDSCAPING & FENCING
WILLOW RIDGE LANDSCAPING & LAWN CARE LLC of GILLETTE, WY • ERIC SORENSEN, LANDSCAPING & FENCING
WYCAM CONSTRUCTION LLC of GILLETTE, WY • SHANE ROBINSON, GENERAL CONTRACTOR
WYCAM CONSTRUCTION LLC of GILLETTE, WY • SHANE ROBINSON, WATER & SEWER PIPELAYER

It was moved by Chris Weight, seconded by Dale Phipps, to approve the above Contractor License Applications. Roll was called on the motion with the following results. Board Members voting aye: Phipps, Heibult, Newlin, Weight, Currie, Drake, Scott, and Chairman Thompson. Vice Chairman Renken abstained. Motion carried.

Announcements

Ken Rogers informed the Board the Police Department had contacted him regarding Chris Gore working within the City Limits again. He reminded the Board that this was the Contractor they denied a license to last year and to keep an eye out for him.

The next regularly scheduled meeting will be Tuesday, June 12, 2018.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 12:48 p.m.

Prepared by:



Kim King, Administrative Assistant
Building Inspection Division

FOR REVIEW INDIVIDUAL LICENSE APPLICATIONS

JUNE 12, 2018

1	ANDERSON, WAYNE of MITCHELL, SD • JOURNEYMAN PLUMBER, LICENSE ACTIVE ONLY Lic# 2136
2	BAUGHMAN, MICHAEL of GILLETTE, WY • MASTER GAS PIPEFITTER, RENEGADE PLUMBING HEATING & A/C Lic# 2104
3	BAUGHMAN, MICHAEL of GILLETTE, WY • MASTER PLUMBER, RENEGADE PLUMBING HEATING & A/C Lic# 2105
4	BROWNING, ANTHONY of GILLETTE, WY • MASTER ELECTRICIAN, BROWNING ELECTRIC COMPANY INC Lic# 2178
5	BURDEN, ERIK of BUFFALO, WY • MASTER HVAC TECH, GREAT DIVIDE FABRICATION LLC Lic# 3431 **
6	BURDEN, ERIK of BUFFALO, WY • MASTER REFRIGERATION TECH, GREAT DIVIDE FABRICATION LLC Lic# 3432 **
7	CATES, GAGE of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, BROWNING ELECTRIC COMPANY INC Lic# 3439 **
8	CISNEROS, RICHARD of GILLETTE, WY • MASTER GAS PIPEFITTER, POWDER RIVER HEATING & AIR CONDITIONING Lic# 2614
9	CISNEROS, RICHARD of GILLETTE, WY • MASTER HVAC TECH, POWDER RIVER HEATING & AIR CONDITIONING Lic# 2615
10	CISNEROS, RICHARD of GILLETTE, WY • MASTER PLUMBER, POWDER RIVER HEATING & AIR CONDITIONING Lic# 2616
11	DAY, GARY of GILLETTE, WY • JOURNEYMAN GAS PIPEFITTER, CAMPBELL COUNTY Lic# 2203
12	DAY, GARY of GILLETTE, WY • JOURNEYMAN PLUMBER, CAMPBELL COUNTY Lic# 2204
13	DRAKE, JAYE of GILLETTE, WY • MASTER GAS PIPEFITTER, POWDER RIVER HEATING & AIR CONDITIONING Lic# 2212
14	DRAKE, JAYE of GILLETTE, WY • MASTER PLUMBER, POWDER RIVER HEATING & AIR CONDITIONING Lic# 2213
15	FORSHEE, JOSHUA of MISSOULA, MT • JOURNEYMAN ELECTRICIAN, ANCHOR ELECTRIC CONTRACTING CORP Lic# 3185
16	FULCINITI, ANTHONY of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, DARYL'S ELECTRIC INC Lic# 2232
17	GIBSON, MICHAEL of MISSOULA, MT • JOURNEYMAN ELECTRICIAN, ANCHOR ELECTRIC CONTRACTING CORP Lic# 3184
18	HARTMAN, GREGORY A of SPEARFISH, SD • JOURNEYMAN PLUMBER, WOLFF'S PLUMBING & HEATING INC Lic# 2321
19	HARTMAN, SCOTT C of SPEARFISH, SD • MASTER PLUMBER, WOLFF'S PLUMBING & HEATING INC Lic# 2322
20	HIEB, JASON of GILLETTE, WY • JOURNEYMAN GAS PIPEFITTER, POWDER RIVER HEATING & AIR CONDITIONING Lic# 2330
21	HOPKINS, MATTHEW of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, ELECTRICAL SPECIALISTS Lic# 2586
22	HYLES, TRAMPUS of GILLETTE, WY • JOURNEYMAN PLUMBER, LONG'S PLUMBING & HEATING INC Lic# 2957
23	JESPERSEN, JASON of BUFFALO, WY • JOURNEYMAN HVAC TECH, GREAT DIVIDE FABRICATION LLC Lic# 2340
25	KING, KEITH of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, POWER SOLUTIONS LLC Lic# 2583
26	KIPLINGER, WARD of GILLETTE, WY • MASTER GAS PIPEFITTER, AAA SOLUTION INC Lic# 3424 **
27	LAMBERT, BRANDON of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, BROWNING ELECTRIC COMPANY INC Lic# 2360
28	LUBOVINSKY, JOHN of GILLETTE, WY • JOURNEYMAN GAS PIPEFITTER, POWDER RIVER HEATING & AIR CONDITIONING Lic# 2370

FOR REVIEW INDIVIDUAL LICENSE APPLICATIONS

JUNE 12, 2018

29	LUBOVINSKY, JOHN of GILLETTE, WY • JOURNEYMAN HVAC TECH, POWDER RIVER HEATING & AIR CONDITIONING Lic# 2371
30	MAGNUSON, RICK of GILLETTE, WY • MASTER GAS PIPEFITTER, POWDER RIVER HEATING & AIR CONDITIONING Lic# 2373
31	MAGNUSON, RICK of GILLETTE, WY • MASTER HVAC TECH, POWDER RIVER HEATING & AIR CONDITIONING Lic# 2374
32	MALONE, CURTIS of GILLETTE, WY • MASTER ELECTRICIAN, BROWNING ELECTRIC COMPANY INC Lic# 2375
33	MASSIE, CLAY of MOORCROFT, WY • MASTER GAS PIPEFITTER, CLEARWATER X-SPURTS INC Lic# 1570
34	MASSIE, CLAY of MOORCROFT, WY • MASTER PLUMBER, CLEARWATER X-SPURTS INC Lic# 1571
35	MATTERN, JEF of SPEARFISH, SD • JOURNEYMAN PLUMBER, WOLFF'S PLUMBING & HEATING INC Lic# 2376
36	MAURER, MATTHEW of GILLETTE, WY • MASTER GAS PIPEFITTER, AIR-TECH HEATING & A/C INC Lic# 2600
37	MAURER, MATTHEW of GILLETTE, WY • MASTER HVAC TECH, AIR-TECH HEATING & A/C INC Lic# 2601
38	MCCLURE, JACOB of RAPID CITY, SD • JOURNEYMAN REFRIGERATION TECH, TESSIER'S INC Lic# 2464
39	MCRAE, CORY of BUFFALO, WY • APPRENTICE HVAC TECH, GREAT DIVIDE FABRICATION LLC Lic# 3433 **
40	MEEK, KIENAN of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, DARYL'S ELECTRIC INC Lic# 3436 **
41	MENDENHALL, HUNTER of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, ELECTRICAL SPECIALISTS Lic# 2584
42	MITTLEIDER, JIM of GILLETTE, WY • MASTER GAS PIPEFITTER, AIR-TECH HEATING & A/C INC Lic# 1621
43	MITTLEIDER, JIM of GILLETTE, WY • MASTER HVAC TECH, AIR-TECH HEATING & A/C INC Lic# 1622
44	NEMEC, JASON of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, EDGE ELECTRIC INC Lic# 3199
45	NETZLEY, TIMOTHY of MISSOULA, MT • MASTER ELECTRICIAN, ANCHOR ELECTRIC CONTRACTING CORP Lic# 3183
46	O'DOWD, TREVOR of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, PROELECTRIC INC Lic# 3425 **
47	ORBECK, DARYL of GILLETTE, WY • MASTER ELECTRICIAN, DARYL'S ELECTRIC INC Lic# 1697
48	OSMON, BRETT of GILLETTE, WY • MASTER GAS PIPEFITTER, POWDER RIVER HEATING & AIR CONDITIONING Lic# 2385
49	OSMON, BRETT of GILLETTE, WY • MASTER PLUMBER, POWDER RIVER HEATING & AIR CONDITIONING Lic# 2386
50	POND, TY of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, ELECTRICAL SPECIALISTS Lic# 2585
51	RIVES, RANDALL of GILLETTE, WY • JOURNEYMAN HVAC TECH, POWDER RIVER HEATING & AIR CONDITIONING Lic# 1797
52	SCHILZ, MATTHEW of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, DARYL'S ELECTRIC INC Lic# 1827
53	SCHWAB, TREVOR of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, BROWNING ELECTRIC COMPANY INC Lic# 3438 **
55	SISNEROS, ALEX of GILLETTE, WY • APPRENTICE HVAC TECH, POWDER RIVER HEATING & AIR CONDITIONING Lic# 2562
56	SMITH, JOSHUA of GILLETTE, WY • MASTER ELECTRICIAN, AMPED ELECTRIC LLC Lic# 1883

FOR REVIEW INDIVIDUAL LICENSE APPLICATIONS

JUNE 12, 2018

57	TAYLOR, BRADLEY of GILLETTE, WY • APPRENTICE GAS PIPEFITTER, POWDER RIVER HEATING & AIR CONDITIONING Lic# 3197
58	TAYLOR, BRADLEY of GILLETTE, WY • APPRENTICE PLUMBER, POWDER RIVER HEATING & AIR CONDITIONING Lic# 3198
59	TENNANT, BRIAN of GILLETTE, WY • APPRENTICE GAS PIPEFITTER, RENKEN PLUMBING LLC Lic# 3428 **
60	TENNANT, BRIAN of GILLETTE, WY • APPRENTICE PLUMBER, RENKEN PLUMBING LLC Lic# 3429 **
61	UDINK, REX of OGDEN, UT • JOURNEYMAN ELECTRICIAN, LINE SIDE ELECTRIC INC Lic# 2592
62	VANCE, JARED of GILLETTE, WY • MASTER ELECTRICIAN, DARYL'S ELECTRIC INC Lic# 3434 **
63	VIGNAROLI, RICHARD of CASPER, WY • MASTER ELECTRICIAN, MODERN ELECTRIC COMPANY Lic# 1676
64	WALKER, RYAN of GILLETTE, WY • JOURNEYMAN HVAC TECH, POWDER RIVER HEATING & AIR CONDITIONING Lic# 1990
65	WALKER, RYAN of GILLETTE, WY • JOURNEYMAN GAS PIPEFITTER, POWDER RIVER HEATING & AIR CONDITIONING Lic# 1991
67	ZAHN, TYRELL of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, DARYL'S ELECTRIC INC Lic# 3435 **
	**Indicates new licensee **Additional license added **License upgrade (Journeyman to Master)

FOR REVIEW CONTRACTOR LICENSE APPLICATIONS

JUNE 12, 2018

1	AAA SOLUTION INC of GILLETTE, WY • WARD KIPLINGER, GAS PIPEFITTER **
2	ACCENT LANDSCAPES INC of GILLETTE, WY • RICK STASKIEWICZ, LOW VOLTAGE
3	AIR-TECH HEATING & A/C INC of GILLETTE, WY • JIM MITTLEIDER, MECHANICAL
4	AIR-TECH HEATING & A/C INC of GILLETTE, WY • JIM MITTLEIDER, GAS PIPEFITTER
5	AMPED ELECTRIC LLC of GILLETTE, WY • JOSH SMITH, ELECTRICAL
6	ANCHOR ELECTRIC CONTRACTING CORP of MISSOULA, MT • TIMOTHY NETZLEY, ELECTRICAL
7	ASPHALT ARMOR LLC of CASPER, WY • JOE COFFELT, NONSTRUCTURAL CONCRETE
8	AVERY ASPHALT INC of DENVER, CO • ANDY AVERY, NONSTRUCTURAL CONCRETE **
9	BEARLODGE SPRAY FOAM & COATING of SUNDANCE, WY • JOSHUA KAMMERER, INSULATION **
10	BIG HORN EXCAVATING LLC of GILLETTE, WY • WILL SMITH, EXCAVATION & GRADING
11	BLACKBURN BASEMENT SYSTEMS of MILLER, SD • DUSTIN HOFFMAN, MISCELLANEOUS
12	BN DOORS LLC of HULETT, WY • CHRIS BEARS, WIND SIDING GUTTER GARAGE DOOR **
13	BRAZOS CONTRACTORS AND DEVELOPMENT INC of HOUSTON, TX • ROBERT CRANSHAW, GENERAL CONTRACTOR **
14	BROWNING ELECTRIC COMPANY INC of GILLETTE, WY • ANTHONY BROWNING, ELECTRICAL
15	CAR-KNACK INC of GILLETTE, WY • ROBERT LEEVEE, MISCELLANEOUS
16	CLEARWATER X-SPURTS INC of MOORCROFT, WY • CLAY MASSIE, PLUMBING
17	CLEARWATER X-SPURTS INC of MOORCROFT, WY • CLAY MASSIE, GAS PIPEFITTER
18	COLTON TOWER CONSULTANTS INC of MC ALLISTER, MT • CONNIE MASLEN, MISCELLANEOUS
19	CONVICTED LANDSCAPING LLC of GILLETTE, WY • BRITTANEY CLAPP, LANDSCAPING & FENCING **
20	COUNCIL OF COMMUNITY SERVICES of GILLETTE, WY • MIKEL SMITH, INSULATION
21	COUNCIL OF COMMUNITY SERVICES of GILLETTE, WY • MIKEL SMITH, TRIM CARPENTRY PAINT FLOORING
22	COUNCIL OF COMMUNITY SERVICES of GILLETTE, WY • MIKEL SMITH, WIND SIDING GUTTER GARAGE DOOR
23	DARYL'S ELECTRIC INC of GILLETTE, WY • DARYL ORBECK, ELECTRICAL
24	DRURY BROTHERS ROOFING of ENGLEWOOD, CO • DON DRURY, GENERAL ROOFING **
25	DRURY BROTHERS ROOFING of ENGLEWOOD, CO • DON DRURY, WIND SIDING GUTTER GARAGE DOOR **
26	EARTH WORK SOLUTIONS of GILLETTE, WY • TYLER MILLER, EXCAVATION & GRADING
27	EARTH WORK SOLUTIONS of GILLETTE, WY • TYLER MILLER, WATER & SEWER PIPELAYER

FOR REVIEW CONTRACTOR LICENSE APPLICATIONS

JUNE 12, 2018

28	EARTH WORK SOLUTIONS of GILLETTE, WY • TYLER MILLER, NONSTRUCTURAL CONCRETE
29	ECHO ENTERPRISES of GILLETTE, WY • MARK PALMER, LANDSCAPING & FENCING
30	ELECTRICAL SPECIALISTS of GILLETTE, WY • TATE SCHIPPOREIT, ELECTRICAL
31	ENGINEERED STRUCTURES INC of MERIDIAN, ID • NATALIE WALTMAN, GENERAL CONTRACTOR **
32	FIRELINE SPRINKLER CORPORATION of APPLETON, WI • GENE SEGUIN, SPRINKLER SYSTEMS
33	FRANK ACUNA CONSTRUCTION of GILLETTE, WY • FRANK ACUNA, NONSTRUCTURAL CONCRETE
34	FRANK ACUNA CONSTRUCTION of GILLETTE, WY • FRANK ACUNA, WIND SIDING GUTTER GARAGE DOOR
35	FREEDOM BUILDERS LLC of GILLETTE, WY • JONATHAN COWLEY, BUILDING CONTRACTOR **
36	GILLETTE CONSTRUCTION COMPANY LLC of GILLETTE, WY • CHRIS PARKS, TRIM CARPENTRY PAINT FLOORING
37	GILLETTE CONSTRUCTION COMPANY LLC of GILLETTE, WY • CHRIS PARKS, WIND SIDING GUTTER GARAGE DOOR
38	GINSBACH CONSTRUCTION LLC of EVANSVILLE, WY • LUKE GINSBACH, GENERAL CONTRACTOR **
39	GREAT DIVIDE FABRICATION LLC of BUFFALO, WY • ERIK BURDEN, MECHANICAL **
40	HARDSCAPE CREATIONS of MOORCROFT, WY • BRYCE FOLEY, LANDSCAPING & FENCING
41	HARDSCAPE CREATIONS of MOORCROFT, WY • BRYCE FOLEY, MASONRY (VNR)
42	HARDSCAPE CREATIONS of MOORCROFT, WY • BRYCE FOLEY, NONSTRUCTURAL CONCRETE **
43	HELVEY'S PAINTING LLC of GILLETTE, WY • DANIEL HELVEY, TRIM CARPENTRY PAINT FLOORING
44	IMS MASONRY INC of LINDON, UT • RICHARD HOLDAWAY, MASONRY (STRUC)
45	INTERIOR IMAGES of SHERIDAN, WY • JEREMY BLAND, TRIM CARPENTRY PAINT FLOORING
46	JIM'S WATER SERVICE, INC. of GILLETTE, WY • JOHN RODGERS, EXCAVATION & GRADING
47	JIM'S WATER SERVICE, INC. of GILLETTE, WY • JOHN RODGERS, WATER & SEWER PIPELAYER
48	JLC SIGNS & GRAPHIC WORKS of GILLETTE, WY • CHRISTIE ELLIOTT, SIGNAGE **
49	LANDSCAPES BY HOLCOMB of GILLETTE, WY • MICHAEL HOLCOMB, LANDSCAPING & FENCING
50	LEGACY KITCHEN AND BATH of GILLETTE, WY • BRUCE STEELE, TRIM CARPENTRY PAINT FLOORING
51	LIVING WATERS LANDSCAPE LLC of GILLETTE, WY • TREVOR COOL, LANDSCAPING & FENCING
52	MASTER PROTECTION LP of FT MYERS, FL • JIM CLAUSEN, CHEMICAL FIRE SUPPRESSION
53	MSB, INC of ESCONDIDO, CA • MICHAEL STRAIN, BUILDING CONTRACTOR **
54	MIDSTATE RECLAMATION S.D. LLC of SPEARFISH, SD • DAN SCHELLHAMMER, MISCELLANEOUS



CAMPBELL COUNTY PUBLIC LAND BOARD

MEETING AGENDA

June 14, 2018 – 6:30 P.M.

ITEM #	AGENDA ITEM (CCPLB Governing Policies Manual Number or By-Laws) <i>NOTES IN GREEN – Guidance for the handling of the item.</i>
1.	CALL TO ORDER/ATTENDANCE (2.5.10)
2.	QUARTERLY COMMISSIONER'S MEETING AGENDA (refer to County provided agenda)
3.	APPROVAL OF AGENDA (2.3.3)
4.	APPROVAL OF MINUTES (2.3.3) for the A. May 10, 2018 Board meeting (ATTACHMENT "A")
5.	CONSENT AGENDA (2.3.4). A. APPROVAL OF WARRANTS (ATTACHMENT "B") B. APPROVAL OF EXECUTIVE SESSION MEETING MINUTES FROM MAY 10, 2018
6.	CITIZEN INPUT (2.2.1)
7.	<p>BOARD PROCESS</p> <p>A. BOARD COMMITTEE ASSIGNMENTS:</p> <ul style="list-style-type: none"> i. GOVERNANCE COMMITTEE (2.7.1.C): Board to appoint two members (in addition to the Vice-Chair) ii. COMMUNITY LINKAGE COMMITTEE (2.7.2.C): Board to appoint 3 members, including Chairperson. <p>B. TICKETING FEE DISCUSSION <i>"MOTION: to approve to allow the General Manager the flexibility to structure ticket office fees without Board approval."</i></p> <p>C. FOLLOW UP ITEMS FROM PREVIOUS MEETING (2.3.3)</p> <ul style="list-style-type: none"> i. BOARD GOVERNANCE POLICIES <ul style="list-style-type: none"> a. Review Category IV: Board-Management Delegation <i>"MOTION: to approve CCPLB Governance Policies Category IV as presented."</i> ii. SPORT COURT FLOORING UPDATE iii. COMP TIME POLICY UPDATE <p>D. CONTRACTING/PURCHASING DECISIONS (2.2.7): (no actions to be taken at this meeting)</p>



CAMPBELL COUNTY PUBLIC LAND BOARD

MEETING AGENDA

June 14, 2018 – 6:30 P.M.

8.	<p>OPERATIONS REPORT/UPDATE (3.8.1.C)</p> <p>A. Items GM Jeff Esposito will discuss:</p> <ul style="list-style-type: none">i. CAM-PLEX Event Data for May 2018 (ATTACHMENT "C")ii. General Manager's Report (ATTACHMENT "D")iii. CAM-PLEX Events<ul style="list-style-type: none">a. Completed Eventsb. Upcoming Eventsc. 2018-2019 Season Announcement
9.	<p>MATTERS FOR NOTING:</p> <p>A. MAJOR CORRESPONDENCE:</p> <ul style="list-style-type: none">i. Letter from Campbell County Public Library (ATTACHMENT "E") <p>B. BOARD CALENDAR: (ATTACHMENT "F")</p> <ul style="list-style-type: none">i. Upcoming Board Meetings:<ul style="list-style-type: none">a. July 12, 2018 at 6:30 p.m. (Workshop at 6:00 p.m.)b. August 9, 2018 at 6:30 p.m. (Workshop at 6:00 p.m.)ii. Other meetings/events:<ul style="list-style-type: none">a.
10.	<p>ADJOURNMENT</p>

ATTACHMENT A
Campbell County Public Land Board (CCPLB)
Meeting Minutes
May 10, 2018

Members	Staff
Present: Mary Silvernell, Don Hamm, Duane Evenson, Skyler Pownall, Troy Allee, Kevin Couch, Charlene Camblin Absent:	Present: Jeff Esposito, ReNae Keuck, Greg Rook, Janell Paris, Kathy Ashton
Legal Counsel	Guests
Present: Frank Stevens	Present: Matt Avery <i>County Liaison</i> ; Bill Montgomery <i>City Liaison</i> ; Patrick Filbin representing the <i>News-Record</i> ; Charity Stewart representing County 17

	ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
1.	Call to Order/Attendance	The CCPLB meeting was called to order at 6:30 PM MDT on May 10, 2018, by Chair Mary Silvernell. Jeff Esposito was welcomed by the Board and introduced to the spectators.		
2.	Approval of CCPLB Agenda	The May 10, 2018, agenda was reviewed.	Mr. Evenson made a motion to approve the May 10, 2018, agenda. Mrs. Camblin seconded the motion, and it passed unanimously.	
3.	Approval of Minutes	The April 12, 2018, CCPLB meeting minutes were reviewed.	Mr. Evenson made a motion to approve the April 12, 2018, meeting minutes as presented. Mr. Hamm seconded the motion, and it passed unanimously.	
4.	Consent Agenda	<p>A. Approval of Warrants: The Warrants for the May 10, 2018, meeting were reviewed.</p> <ul style="list-style-type: none"> - April 2018 Accounts Payable Voucher Numbers 47564-47652 (General Fund/Special Events) in the amount of \$57,306.45. - April 2018 Manual Purchase Order Numbers 9882-9897 in the amount of \$83,890.23. - April 2018 Payroll Warrants in the amount of \$142,311.71 for the period of 3/25/2018-4/21/2018. <p>B. Approval of the April 12, 2018, Executive Session Minutes.</p>	<p>A. Mr. Couch made a motion to approve the May 10, 2018 Warrants. Mr. Pownall seconded the motion, and it passed unanimously.</p> <p>B. Mrs. Camblin made a motion to approve the April 12, 2018, Executive Session minutes. Mr. Allee seconded the motion, and it passed unanimously.</p>	
5.	Citizen Input	None		

Campbell County Public Land Board (CCPLB)
Meeting Minutes
May 10, 2018

	ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
6.	Board Process	<p>A. The Board nominated and elected new officers.</p> <p style="padding-left: 40px;">i. Chair</p> <p style="padding-left: 40px;">ii. Vice-Chair</p> <p style="padding-left: 40px;">iii. Secretary</p> <p style="padding-left: 40px;">iv. Treasurer</p>	<p>Ai. Mrs. Camblin made a motion to nominate Kevin Couch as Chair. Mr. Pownall seconded the motion. Mr. Hamm made a motion that nominations cease, and the Board cast a unanimous ballot for Mr. Couch. Mrs. Camblin seconded the motion and it passed unanimously.</p> <p>Aii. Mr. Allee made a motion to nominate Don Hamm as Vice-Chair. Mrs. Camblin seconded the motion. Mrs. Camblin made a motion that nominations cease, and the Board cast a unanimous ballot for Mr. Hamm. Mr. Couch seconded the motion and it passed unanimously.</p> <p>Aiii. Mrs. Silvernell made a motion to nominate Charlene Camblin as Secretary. Mr. Allee seconded the motion. Mr. Pownall made a motion that nominations cease, and the Board cast a unanimous ballot for Mrs. Camblin. Mr. Couch seconded the motion and it passed unanimously.</p> <p>Aiv. Mrs. Camblin made a motion to nominate Skyler Pownall as Treasurer. Mr. Allee seconded the motion. Mr. Couch made a motion that nominations cease, and the</p>	

Campbell County Public Land Board (CCPLB)
Meeting Minutes
May 10, 2018

ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
	<p>B. The Board discussed the Resolution for Operations Reserve Fund.</p> <p>C. The Board appointed legal counsel for June 2018 to May 2019.</p> <p>D. Board designated the official newspaper.</p> <p>E. The Board Designated financial institutions to be the official depositories for the Campbell County Public Land Board.</p> <ul style="list-style-type: none"> • Board members presented signed and gave their Financial Disclosure Statement to Chair Silvernell. American National Bank is now ANB. 	<p>Board cast a unanimous ballot for Mr. Pownall. Mrs. Camblin seconded the motion and it passed unanimously.</p> <p>B. Mr. Hamm made a motion to approve the renewal of the Resolution for Operations Reserve Fund. Mrs. Camblin seconded the motion and it passed unanimously.</p> <p>C. Mr. Pownall made a motion to appoint Stevens, Edwards, Hallock, and Carpenter as legal counsel for the Campbell County Public Land Board with Frank Stevens as the personal representative from that firm. Mrs. Camblin seconded the motion and it passed unanimously.</p> <p>D. Mrs. Camblin made a motion to appoint The Gillette News-Record as the official newspaper for the Campbell County Public Land Board for June 2018 to May 2019. Mr. Hamm seconded the motion and it passed unanimously.</p> <p>E. Mr. Hamm made a motion to that the Board designate ANB, Bank of Gillette-Branch of Buffalo Federal Savings Bank, Bank of the West, Campco Federal Credit Union,</p>	

Campbell County Public Land Board (CCPLB)
Meeting Minutes
May 10, 2018

ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
	<p>F. Operations Manager, Greg Rook informed the Board of an issue with the Wyoming Center chiller. In anticipation of high attendance for the Crawfish Boil event, the chillers were fired up. The chillers were not operating properly, and Powder River Heating and Air Conditioning found a faulty gasket/valve. All 925 pounds of refrigerant had leaked and evaporated during the winter. Mr. Rook is working with Travelers Insurance to list this loss as a mechanical failure. If insurance denies, the cost is approximately \$35,000 fix and replace the gasket/valve and refrigerant. If funds are needed, the plan is to either ask for Wyoming Center Trust Fund money or write to the City and County and ask for contingency funds. Powder River Heating is writing a letter regarding the chiller issue.</p> <p>G. The CAM-PLEX asphalt project was discussed. Mr. Rook had spoken with the City Engineers Office who informed him it is best to get our own engineers for this project and not to piggyback with the City. ReNae contacted representatives from the Administrative Office including the City</p>	<p>First Interstate Bank of Gillette, First National Bank of Gillette, First Northern Bank of Wyoming, High Mark Federal Credit Union, Pinnacle Bank, Security State Bank, State Farm Bank, US Bank, Wells Fargo Bank NA, the Wyoming Government Investment Fund, and the Wyoming Treasury as the official depositories for the Campbell County Public Land Board. Mr. Allee seconded the motion. Mary Silvernell, Duane Evenson, Skyler Pownall, Troy Allee and Charlene Camblin voted in favor. Kevin Couch recused. Motion passed.</p>	<p>F. Greg will keep the Board informed on the WC chiller situation.</p>

Campbell County Public Land Board (CCPLB)
Meeting Minutes
May 10, 2018

	ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
		<p>Administrator and Mayor. In the past the City has worked with CAM-PLEX on projects. Information has been passed so everyone will be on the same page. City will reach out to past person and they are working for a solution between staff and council.</p> <p>H. A website demonstration was given to the Board members. Several staff members will be administrators. There are several issues with the new site and a ticket has been put in to address the problems with Saffire. Many of the issues will be taken care of by tomorrow. The new site is more user friendly. The site includes advertisement sponsors space and guests being able to create an itinerary on the site. Future plans include riders booking barn time online. Board Members appreciate the hard work that went into it. Staff is looking forward to the productivity it will bring as well.</p> <p>I. The agenda items for the June Quarterly Commissioner's meeting were discussed. The items to be added include the remodel project and plans for possible grant monies.</p> <p>J. Follow up items from previous meeting.</p> <p>K. There were no contracting or purchasing decisions made at this meeting.</p> <p style="padding-left: 20px;">i. None</p>		<p>I. Board members are to contact the Chair or Jeff if they want to include an agenda item for the June meeting.</p>
7.	Operations Report/Update	<p>A. Interim GM ReNae Keuck discussed the following items:</p> <p style="padding-left: 20px;">i. CAM-PLEX Event Data for April 2018 was reported to the Board. Attendance was down for Crawfish but still well attended. Fun on the Go parties are very popular. School District and other annual events have rebooked their programs.</p> <p style="padding-left: 20px;">ii. The Quarterly Financial Summary Report was given to the Board.</p> <p style="padding-left: 20px;">iii. The Sport Court Flooring is out to bid. Four companies have been sent the proposal. The bids and recommendations will be on the June agenda for approval.</p>		<p>Aiii. Add Sport Court Flooring Bid to June agenda.</p>

Campbell County Public Land Board (CCPLB)
Meeting Minutes
May 10, 2018

	ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
		<ul style="list-style-type: none"> iv. The Community Readiness grant through the Wyoming Business Council, worth up to possibly \$3 million, will be written inhouse by Jessica Howard. She and other staff members have met with Brandy with the Wyoming Business Council regarding the grant. Plans are to use these funds for the Heritage Center Theater and Energy Hall remodel. The grant will be submitted in September and decisions will come out in December. The grant writing requires much work and public hearings will take place. July 2019 is the planned start date for remodel projects. Rock Springs obtained this grant to build their stalls. v. The budget update was given. Staff has heard good things regarding the submitted budget. Design on the Heritage Center was the only thing removed and the funding entities felt the grant could cover it. Mrs. Keuck explained this is not part of the grant and funding to finish the design needs to be done before the grant is submitted. vi. CAM-PLEX Events <ul style="list-style-type: none"> a. Completed events-Garage Sale went very well. The Great Gatsby was not popular and had low attendance. Crawfish and the CCSD Art Gala were very popular along with the Shrine Circus. b. Upcoming events-Rotary Ball, GHRS, White's Car Wars, Kinghorn Team Roping, Graduation, Newmar, Sheep Show, etc. Staff is anticipating the Indian Relay event. The bid for Wyoming State High School Finals Rodeo was given to us for 2019 and 2020. The RFP dates submitted were not available due to another event. A proposal with different dates was submitted and they accepted CAM-PLEX's offer. vii. Staff Update: The mechanic position was filled, and the start date is May 21. The Events Facilitator position starts next Monday. viii. Other: Chair Silvernell wanted to publicly thank ReNae and staff for filling the gap in the absence of a General Manager. The Board is thankful for the presence of Jeff and thrilled for what is to come in the future. 		<p>Av. Staff and the Chair will submit a letter to the funding entities regarding keeping the Design of the Heritage Center in the budget.</p>

**Campbell County Public Land Board (CCPLB)
Meeting Minutes
May 10, 2018**

	ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
8.	Matters for Noting Board Meeting	<p>A. Major Correspondence i. None.</p> <p>B. Board Calendar: ia. The June 14, 2018, CCPLB meeting will be at 6:30 PM MDT with the Quarterly Commissioners Meeting at 6:00 p.m. MDT. ib. The July 12, 2018, CCPLB meeting is scheduled at 6:30 p.m. MDT with the pre-meeting workshop at 6:00 PM MDT</p> <p>C. Other Meetings: ia. The board scheduled a Meet and Greet for the new General Manager, Jeff Esposito Monday, May 14 from 4-6pm in the Heritage Center Lobby.</p>		
9.	Executive Session	At 7:17 p.m. MDT the Board made a motion to go into Executive Session for personnel.	Mr. Hamm made a motion to go into Executive Session for personnel. Mr. Evenson seconded, and it passed unanimously.	
10.	Adjournment	CCPLB meeting was adjourned at 7:17 p.m. MDT. Executive Session adjourned at 7:40 p.m. MDT.		

Respectfully submitted,

Charlene Camblin, Secretary



ATTACHMENT B

CCPLB MEMBERS WILL BE E-MAILED

WARRANTS

FOR THIS MONTH'S

APPROVAL

PRIOR TO MEETING.

Your Ideas. Our Expertise. Endless Event Possibilities!

1635 Reata Drive • Gillette, WY 82718 • www.cam-plex.com
Phone (307) 682-0552 • Ticket Office 307-682-8802 • Fax (307) 682-8418

ATTACHMENT C



EVENT DATA FOR MAY 2018

	Current Year		Previous Year		Increase/Decrease	
	MTD	YTD	MTD	YTD	MTD	YTD
# Events	40	161	40	153	80	8
# Repetitive Events	23	88	33	106	56	-18
# Event Days	64	257	65	255	129	2
# Building Event Days	75	282	73	285	148	-3
# User Setup/Teardown Days	22	68	25	65	47	3
Estimated Attendance	22,809	110,029	28,522	123,070	51,331	-13,041
# Inquiries	28	139	13	100	41	39
# Inquiries Booked	8	42	2	30	10	12

**Estimated Attendance does not include general rider numbers.*

**Inquiries/Inquiries Booked does not included Marketing or CAM-PLEX Sponsored Bookings*

Highlights:

Customer Satisfaction Surveys: 104 sent out, 32 responded very satisfied
Hosted a no charge event for Sheriff's Department to use the WY Center Parking Lots for training for 2 days.
Energy Expo (Kit Jennings) "has tried the rest and wants to come back to the best" Holding June dates for potential booking. Last event at CAM-PLEX was in 2013
WY State HS Rodeo booked 2019 & 2020.
ITC Community Reception (partnership with City and County)
Booked the GALA of the Royal Horses
Strengthening Economies...Coal Mtg (partnership with County & Eco. Dev. Corp.)

CAM-PLEX Management Report – June 2018

I thought it would be appropriate for my first management report to touch on a few observations regarding procedures, staff, workflow, etc. I noted in my first month at CAM-PLEX. I have acted on several and held off on some I thought needed more understanding, discussion, or action at a better time.

More Events

To fulfill our mission of improving quality of life through diverse events we need to add more events to the calendar. To do so, we have begun a sales effort. To be most successful, I've rearranged the team to focus on specific areas of the business. The areas are market segments. They are listed below. They are split up this way because there are differences in how you sell to each segment.

Assigning Market Segments

Current Model	New Model	Sales Person
National/Regional	Association (Includes Sports)	Ashley
Local	Entertainment	Carly
Weddings	SMERF (Social, Military, Educational, Religious, Fraternal)	Shelly
Arts	Corporate, Consumer Shows	Heather R.
	CAM-PLEX Events, Including Participatory Theater	Jill
	Arts	Jessica
	Professional Theater/Concerts/Other	Janell

Personne

Proactive selling is not explicitly part of the marketing department job descriptions. Since selling will be a big part of the job going forward, to the point where it probably shouldn't just fall under "other duties." I discussed the change with Charlotte Terry, County Director of HR and Risk Management. We decided it was a simple enough matter to add a line to each of the job descriptions. Charlotte mentioned that she would like to review all the job descriptions eventually, but it's not urgent. I asked if we could touch base about this time next year.

Local Champions

Much of the business we do was built on relationships. An effective way to bring outside business and economic development is to create "Local Champions." These are people in the community who will introduce us to their employers, associations, and groups, with the intention of bringing their meetings and events to CAM-PLEX.

Event Creation

I asked the marketing department to create a "music in the park" type event. This is a free to attend, community-building, live music series. The bands will play for free. We'll have local food trucks, inflatables for the kids, etc. We'll see how this develops over time.

July 3: The Hold Up

July 10: The Highway 59 Band

Another event in the works is a Kids & Family Expo, a traditional consumer show event. The event will be held in the winter. Dates, to be determined.

Software and Workflow

The marketing team does not have the tools to launch a proactive sales effort. Without appropriate software, the administrative burden of managing a significant sales effort is prohibitive. The booking software is also outdated with limited functionality.

As a solution I have ordered a customized version of Microsoft Dynamics CRM. This will handle the sales pipeline and replace the aging FastBooks software. In addition, I've ordered Social Tables, room diagramming software. The cost for CRM is a one-time \$10,000 and \$100/month/user. Social Tables is \$6,500 annually. This money came from marketing funds in the current fiscal year. It will be a marketing expense going forward.

Shuttle Bus

I requested from the Country a transfer of one of the shuttle busses for use at CAM-PLEX. As we embark on a sales effort to bring outside groups to Gillette the shuttle will be used to tour site selection committees, overcome not having an attached hotel, and transporting our customers to local events during their stay.

Thank you,

Jeff



Campbell County Public Library System
Terri Lesley, Director

ATTACHMENT E

Jeff Esposito
CAM-PLEX General Manager
1635 Reata Drive
Gillette, WY 82718

RE: \$250 Land Board Community Grant
2018 Wyoming Reads

Dear Mr. Esposito:

Thank you to Campbell County Public Land Board and former Interim General Manager, ReNae Keuck for awarding a \$250 Land Board Grant for 2018 Wyoming Reads. Our 13th annual celebration was held May 15th with 690 first graders attending. Students, teachers and volunteers all enjoyed the fun day with books. This event would not be possible without the use of the CAM-PLEX facility and the help of your dedicated staff. Everything is always in perfect order when we arrive.

Thanks for supporting this celebration of literacy in Campbell County.

Sincerely,

Janet S. Tharp
Youth Services Coordinator
Wyoming Reads Area Contact

ATTACHMENT F

July 2018

July 2018							August 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7	5	6	7	1	2	3	4
8	9	10	11	12	13	14	12	13	14	8	9	10	11
15	16	17	18	19	20	21	19	20	21	15	16	17	18
22	23	24	25	26	27	28	26	27	28	22	23	24	25
29	30	31								29	30	31	

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jul 1	2	3	4 4th of July Celebration-Closed Holiday	5	6	7
8	9	10	11	12 6:00pm CCPLB Workshop: 6:30 CCPLB Board Meeting (Board Room)	13 Monaco International Travel Club RV Rally	14 Little Levi Rodeo MEGA Monster Truck Tour
15	16	17	18	19	20	21 Family Motor Coach Association (FMCA) RV Rally
22	23	24	25	26	27	28 Campbell County Fair
29	30	31	Aug 1	2	3	4 Campbell County Fair

August 2018

August 2018							September 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4							1
5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30						

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
Jul 29	30	31	Aug 1	2	3	4	
			Campbell County Fair				
5 Campbell County Fair	6	7	8	9 6:00pm CCPLB Workshop: 6:30 CCPLB Board Meeting (Board Room)	10	11	
12	13	14	15	16	17	18 Rocky Mountain Elk Foundation Banquet	
19	20	21	22	23	24	25 Big Horn Mountain Horse Show	
26	27	28	29	30	31 Christian Motorcycle Assn	Sep 1	



To whom it may concern
I want to start by saying
I am a changed man today. I
was given the opportunity
to participate in the DWI
Treatment program and learned
a new Happy, Healthy way
of life. I hope many more
people can experience all that
I have learned.

Thank you
Mike Froelich

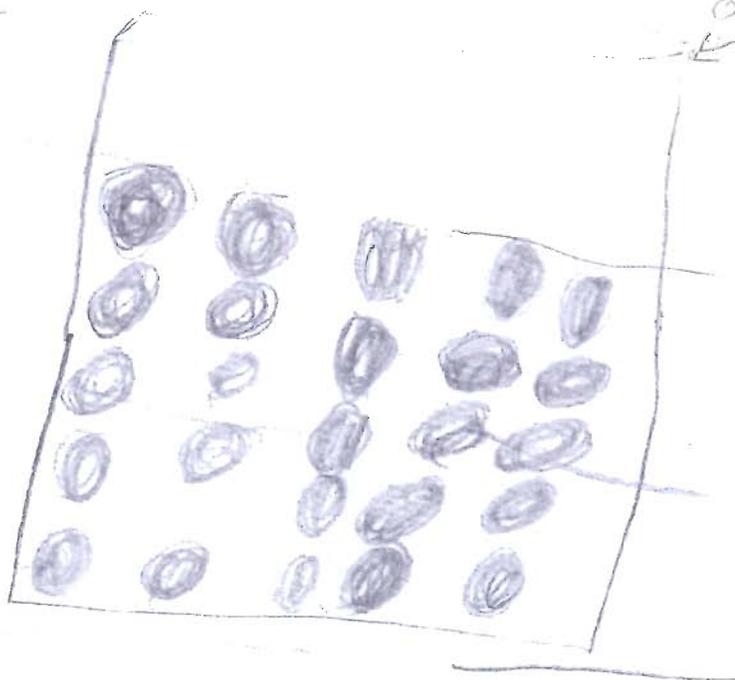
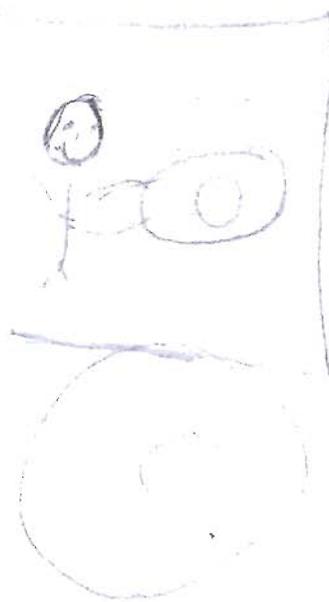


Thank you
for the amazing
opportunity to
change my life
God Bless,
Linda Y.

the justice ministry
From Isabella at 1104 valley dr

We appreciate you taking our
ever wish the show the garden
ESTER

You driving
the truck

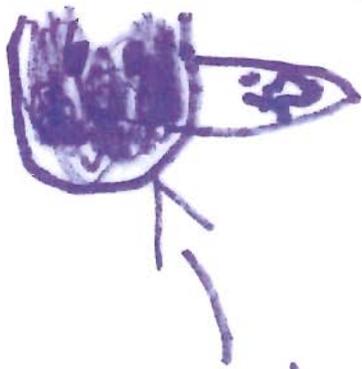


To: garbage man/lady THANK YOU!

From: Alaina at 1104 Vanscoy Dr.

I Love garbage man/lady 

Thank you for making
the world a place!!



garbage
Truck 